

GOVERNMENT  **SIKKIM GAZETTE**

Gangtok

Thursday 29th October, 2009

No. 426

**GOVERNMENT OF SIKKIM
TRANSPORT DEPARTMENT
(SNT DIVISION)**

No. 4/ADM./SNT/T

DATED: 16.10.2009

NOTIFICATION

In pursuance of Notification No. 62/Home/2009 dated 04.06.2009, the Task Force Committee for the SNT Division, Transport Department is hereby constituted comprising of the following officers with immediate effect.

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|-----------|--|---|-------------------------|
| 1. | Shri SD Basi, IAS, Pr. Secretary | - | Chairman |
| 2. | Shri MK Sharma, Addl. Dir. (Fin.), SNT | - | Member |
| 3. | Shri Dukpa Sherpa, DGM (Stores), SNT | - | Member |
| 4. | Shri Saran Basnett, Jt. Dir. (Accnts); FRED | - | Member |
| 5. | Ms. Selina Lepcha, JS-I, DPER&NECAD | - | Member |
| 6. | Shri G Lachungpa, Addl. GM, SNT, Jalipool | - | Member Secretary |

The terms of reference of the Task Force shall be as follows:-

- a) To examine the present procedure for the purchase of stock materials and non-stock materials which may include furniture, vehicles, computers, etc. and explore the possibility of strengthening the same.
 - b) To examine the present procedure for the book keeping of stock/non-stock materials and explore the possibility of strengthening the same.
 - c) To examine the present procedure for physical verification of stock materials and explore the possibility of strengthening the same.
 - d) To examine the present system of posting of **Store-In-charge** and explore the possibility of posting of **Store-In-charge** for a fixed term.
 - e) Periodical reconciliation of accounts with the Supplier/STCS for payment released against supply order and actual materials received.
 - f) To examine stock materials lying unused and explore possibility for disposing of the same.
 - g) Allotment and entitlement of vehicle to officers in the department and its maintenance.
 - h) Replacement and dispose of old vehicles.
 - i) Any other matter members may like to take up.

The Task Force shall submit its report to the Government.

By order

**SD Basi, IAS
Pr. Secretary to the Govt. of Sikkim
Transport Department.**